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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE



In re application of:  
Robert C. ROSS, JR.

Appl. No. 09/714,997  
Confirmation No. (Unassigned)

Filed: November 20, 2000

For: METHOD AND COMPUTER  
PROGRAM FOR PROVIDING A  
MULTI-USER E-MAIL SYSTEM

Art Unit: (Unassigned)

Examiner: (Unassigned)

Atty. Docket No.: 36956-168147

Customer No.:



26694

PATENT TRADEMARK OFFICE

**Response to Notice to File Missing Parts  
Attention: BOX MISSING PARTS**

Assistant Commissioner for Patents  
Washington, D.C. 20231

Sir:

In response to the Notice to file Missing Parts of Non-Provisional Application mailed February 26, 2001 submitted herewith are:

- ☒ ***Declaration and Power of Attorney in compliance with 37 C.F.R. § 1.63;***
- ☐ Basic filing fee of \$355.00 (for small entity);
- ☐ Additional claim fee of \$54 for three (3) claims over 20;
- ☐ Additional claim fee of \$80 for one (1) independent claim over 3;
- ☒ ***Late filing fee of \$65.00 (small entity status)***
- ☒ ***Copy of the Notice to file Missing Parts of Non-Provisional Application mailed February 26, 2001***

***TOTAL FEE SUBMITTED: \$65.00***

Also submitted herewith is:

- ☐ Revised Non-Provisional Patent Application Transmittal Letter indicating small entity status;
- ☐ Preliminary Amendment;
- ☐ Assignment Cover Sheet and Assignment (with \$40.00 fee).

If a greater or lesser fee is required, please contact me at the address listed below.

Respectfully submitted,

VENABLE, BAETJER, HOWARD & CIVILETTI, L.L.P.



Ralph P. Albrecht  
Attorney for Applicant  
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***Date Filed: April 20, 2001***



N SECTOR  
#3

**FILING RECEIPT**

**PLEASE DATE STAMP AND RETURN TO US - BOX 34385**

In re application of:  
Robert C. ROSS, JR.

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Atty. Docket No.: 36956-168147 (*formerly*  
*36956-162823*)

Customer No.:



26694

PATENT TRADEMARK OFFICE

**PAPER(S) FILED ENTITLED:**

1. Notice of Change of Address and Attorney Docket Number
2. Response to Notice of File Missing Parts  
(*w/Executed Declaration & Power of Attorney*)

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Telephone: (202) 962-4800  
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DOCKET NO.: 36956-168147  
ATTORNEY/SEC: RPA/lpm

Date Filed: April 20, 2001

***Venable Filing No. 96226***



## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
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09/714,997

11/20/2000

Robert C. Ross

36956-162823-  
168147

Venable  
PO Box 34385  
Washington, DC 20043-9998



## FORMALITIES LETTER



\*OC000000005802583\*

Date Mailed: 02/26/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 65.

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

04/23/2001 WKDROHA 00000082 09714997

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